ARC

Australian Government

Australian Research Council

Discovery Indigenous
Instructions to Applicants
for funding commencing in 2026

Table of contents

1. Introduction 2

2. Additional information - before completing the application form 2

2.1 Research Office – Further Application Assistance/Guidance 2

2.3 Application Certification 2

2.4 PDF Application 3

2.5 Preprints 3

3. Creating a new application in RMS 4

Part A – Administrative Summary 4

Part B – Participant Details including ROPE 8

Part C – Project Description 17

Part D – Project Cost 19

Part E – Classifications and Other Statistical Information 26

Part F – Project Eligibility 29

4. Submitting the Application to the Research Office 30

5. Appendix A - Chief Investigator/Partner Investigator role decision tree 32

6. Appendix B - Career Interruption Examples 33

7. Appendix C - Experimental Development Examples 35

1. Introduction

The Discovery Indigenous for funding commencing in 2026 (IN26) Instructions to Applicants (hereafter referred to as the Instructions) provides information to participants on how to complete and apply online in the Research Management System (RMS). The Instructions provide explanatory information to assist with the preparation of the application.

2. Additional information - before completing the application form

In addition to the Instructions, participants should familiarise themselves with associated documentation such as the Grant Guidelines, Sample Form, and Draft Grant Agreement which can be found on GrantConnect. Other information such as the Grants Calendar, Important Dates and various RMS User guides, can be found on the ARC website.

2.1 Research Office – Further Application Assistance/Guidance

The Research Office of the Administering Organisation should be contacted in the first instance to assist with queries on how to complete an application form.

2.2 Eligibility

The Administering Organisation is responsible for confirming that all eligibility requirements for the participants have been met.

For an Administering Organisation performing internal checks, information regarding how many current projects a named participant holds is available in Question B7.

Important: The ability to submit a valid application form to the ARC does not mean that the participant has met all eligibility requirements.

2.3 Application Certification

The application form must be certified and submitted online through RMS by an authorised officer of the Administering Organisation. The authorised officer must have the role of 'Research Office Delegate' in RMS. Only the Administering Organisation can certify and submit applications online.

Certification for:

- the named participant is included within the application form at Question B19.
- the delegate via an additional Deputy Vice Chancellor, Research (DVCR)/Pro Vice-Chancellor (Research) or equivalent certification clause in RMS prior to submission (delegate certification).
- A certification proforma is available on GrantConnect for obtaining written evidence for all parties excluding named participants as this is now captured in the application form.

Note: A certification proforma for obtaining written evidence is available on GrantConnect. However, the use of the ARC certification pro forma is not mandatory. The Administering Organisation may determine the format for written evidence.

2.4 PDF Application

All questions, except where identified, will render to the PDF generated from the RMS application form. The generated PDF is accessible to assessors who are assigned to the application. All information relevant to the application must be contained within the applications.

Ensure that your PDF text is readable both online and in print (it is recommended that 12pt font is used). This includes ensuring readability of text within figures and tables (it is recommended that 10pt font is used).

The application should:

- Only use webpage addresses/URLs and hyperlinks in limited circumstances such as where research outputs are only available online. Webpage addresses/URLs and hyperlinks should not be used to circumvent page limits, nor should they provide information that is not contained in the application.
- Only include information which is pertinent to the research and note that colour graphs, colour photographs, detailed graphics and grey scale objects may be reproduced in black and white and should both be necessary and appropriate.
- Additional text uploaded as a PDF may appear slightly reduced in size due to the RMS formatting of the attachments to include page numbers. Additional text uploaded in the PDF form should be directly generated rather than scanned to maximise the quality of reproduction.
- Avoid using advanced PDF editing functionality such as the addition of textboxes, as this may not be supported in RMS. Participants should carefully check that any changes made to a PDF document appear correctly in the application PDF in RMS.
- The ARC reserves the right to seek an original electronic copy of documents uploaded into the application if required.

2.5 Preprints

Preprints or comparable resources can be included in any part of an application.

If preprints or comparable resources are cited, these should be explicitly identified in the reference list by including [PREPRINT OR COMPARABLE] after the reference. The reference should include a DOI (digital object identifier), URL or equivalent, version number and/or date of access, as applicable. This indication is only required in the reference list and not in the project description itself.

Recognising that preprints or comparable resource citation can be a crucial part of research discourse, the suitability and relevance of citations and research outputs are best considered by the assessors and panels in determining the quality and novelty of the proposed research.

A preprint or comparable resource is a scholarly output that is uploaded by the authors to a recognised publicly accessible archive, repository, or preprint service (such as, but not limited to, arXiv, bioRxiv, medRxiv, ChemRxiv, Peer J Preprints, Zenodo, GitHub, PsyArXiv and publicly available university or government repositories etc.). This will include a range of materials that have been subjected to varying degrees of peer review from none to light and full review. Ideally, a preprint or comparable resource should have a unique identifier or a DOI.

Inclusion of preprints or comparable resources within the body of the application should comply with standard disciplinary practices for the relevant field.

2.6 Change to the information in the budget form

In the Budget Table at Question D1, individual items are to be entered only in the Personnel sections. All other sections (Travel, Field Research etc.) should provide a one-line budget figure giving the total funding request and contributions for that category. Details regarding the items making up this total amount should be provided in Question D2 (Justification of funding requested from the ARC) and Question D3 (Details of non-ARC contributions) as appropriate. Please see Part D Project Cost of this document for further information.

3. Creating a new application in RMS

To create a new application, login to RMS, Select **Discovery Indigenous 2026 round 1** from the drop-down list and click on 'Create Draft Application'.

There are 6 Parts (A-F) in the IN26 application form. Questions that are mandatory will be indicated in the instructional text. All parts must be valid before the application can be submitted. A form part that is not valid will appear red, valid will appear green.

RMS does not autosave your application. It is important to periodically save all changes. The 'Save' button is located at the top of the page next to the Adobe PDF file icon.

Note: In many cases, further help text is provided within the form to assist in completing questions. To access this information, click on the icon.

Part A – Administrative Summary

All questions in this form part must be answered.

A1 Application Title

Provide a short title (up to 75 characters, approximately 10 words).
The Application Title should be an accurate reflection of the research and will be visible to assessors.

- **Avoid** the use of acronyms and quotation marks.
- **Do not** use all upper-case characters.
- The **Application Title** may be modified and used for public release.

A2 Person Participant Summary

Each participant added to this application must be listed as a Chief Investigator (CI), or a Discovery Australian Aboriginal and Torres Strait Islander Award (DAATSIA) candidate or a Partner Investigator (PI). The first named CI or DAATSIA candidate will be the Project Leader.

The Project Leader must:

- be an Aboriginal and/or Torres Strait Islander researcher;
- at the grant commencement date, be an employee for at least 0.2 FTE at the Administering Organisation or be a holder of an honorary academic appointment at the Administering Organisation;
- not be undertaking a Higher Degree by Research during the project; and
- reside for more than 50 per cent of their time in Australia for the project activity period.

A CI or DAATSIA candidate who is not the Project Leader must, at the grant commencement date and for the project activity period, meet at least one of the following criteria:

- be an employee for at least 0.2 full-time equivalent (FTE) at an Eligible Organisation; or
- be a holder of an honorary academic appointment at an Eligible Organisation.

CIs and DAATSIA candidates, at the grant commencement date and for the project activity period must:

- not be undertaking a Higher Degree by Research during the project activity period; and
- reside for more than 50 per cent of the project activity period in Australia.

A DAATSIA candidate must be an Aboriginal and/or Torres Strait Islander researcher.

A Partner Investigator:

- must not meet the eligibility criteria for a CI as at the grant commencement date and, if successful, at any time during the project activity period.
- can be an employee of an Eligible Organisation who will not reside in Australia for more than 50 per cent of the project activity period.

Honorary Academic Appointments:

An honorary academic appointment for eligibility purposes means a position that gives full academic status to the researcher, as certified by the Deputy Vice-Chancellor (Research) (or equivalent) in the application. The researcher must have access to research support comparable to employees e.g., an emeritus appointment. The researcher is not eligible to be a CI using their honorary academic appointment if they are employed by an organisation other than an Eligible Organisation for more than 0.2 FTE.

Please Note: To assist in identifying the appropriate role type for a participant, please refer to the decision tree at Appendix A.

'Person Profile' details (personal details, qualifications and employment) will be automatically populated into the application form and must be current at the time of submitting the application. It is important that each participant has updated their details in RMS before completing this question.

Select the relevant 'Participant Type' and enter the participant's email address, then click on 'Add'. Repeat this action for the rest of the participants. Once a participant has accepted in RMS, a form part B will be created for the participant.

If an eligible CI participant is applying for a DAATSIA they will need to select **Discovery Australian Aboriginal and Torres Strait Islander Award** as the Participant Type in the Person Participant Summary. Once this role type has been selected DAATSIA-specific questions will be available in Part B - Participant Details including ROPE and the salary level may be selected in Part D - Project Cost.

Note:

- If the participant did not create the application, after a participant has been added to the application, they will receive an automated email invitation and will be required to accept this invitation to participate on the application.
- When adding a participant, it is important to use the email address associated with their RMS account. If an email address other than that associated with RMS is used the participant will not receive an invitation to participate on the application.
- If the proposed participant does not have an RMS user account, they can request one by using the link on the RMS Homepage.
- If a participant fills out the application form and then returns to Question A2 and changes their role (e.g. from CI to PI) other questions in the form may become active or inactive due to the new role's requirements and will require a response.
- Participants should carefully check the application including the PDF version (especially Part B Participant Details including ROPE) following any role change made at Question A2, as data is not automatically removed when a role type is changed.

A3 Organisation Participant Summary

Add all Organisations participating in this application.

Note that only Research Office staff with appropriate access at the Administering Organisation will be able to view this draft application.

Administering Organisation means an Eligible Organisation (refer to the Grant Guidelines for details of Eligible Organisations) which submits an application for a grant and which will be responsible for the administration of the grant if the application is approved for funding. One Administering Organisation must be added to the application.

Other Eligible Organisation means an Eligible Organisation (refer to the Grant Guidelines for details of Eligible Organisations) which is listed on an application as a contributor to the project but is not the Administering Organisation.

Other Organisation means an organisation that is not an Administering Organisation or Other Eligible Organisation that contributes to the research project.

Adding a participating organisation:

- Select the Organisation Role from the drop-down list.
- Enter the name of the organisation in the search box and click 'Search'.
- Select the relevant organisation from the list of search results and click 'Add'.

Note:

- For Discovery Indigenous applications, it is not mandatory for a PI's organisation to be listed as a participating organisation, unless the organisation is providing cash or in-kind contributions.
- Select 'Add' prior to saving your progress. If you save without 'Adding' all information selected will be lost.
- If the organisation you are looking for is not listed and you know the Australian Business Number (ABN), click on the link labelled 'please add the organisation for use in RMS' to add the organisation.
- All participating organisations added in Question A3 will be automatically added to 'Part D – Project Cost'.
- If the participant cannot find the organisation they are looking for, or any information is incorrect or incomplete, contact the Administering Organisation's Research Office.

A4 Application Summary

Write a summary of the project in up to 750 characters, approximately 100 words. Specifically state what problem will be solved. This text is provided to the ARC Accountable authority when considering the application for funding and may be modified by the ARC for public release.

If the application is successful, the summary will also be used, along with the National Interest Test statement, to give the public an understanding of the research. Examples of Application Summaries for funded projects can be found on the ARC website.

The Application Summary should follow this format and:

- Use plain English
- Do not use first person language. Use 'The project aims to…' rather than 'I aim to' 'We aim to' or 'They aim to' in the summary.
- Avoid the use of quotation marks and acronyms.
- Do not use all upper-case characters in the text or dot points.

	Example
Aims	**This project aims to** *address/investigate/review …; by utilising/advancing/conceptualising …*
Significance	**This project expects to** *generate new knowledge in the area of … using an innovative approach/ using interdisciplinary approaches/ utilising new techniques …*
Expected outcomes	**Expected outcomes of this project** *include…/enhanced capacity to build institutional/disciplinary collaborations/theory development/refined methods/improved techniques…*
Benefits	**This should provide significant benefits,** such as … When describing benefits ensure that the description is consistent with the *ARC Medical Research Policy* , the *ARC Experimental Development Policy*, and specific to the research being proposed.

A5 National Interest Test Statement

Write a description, of up to 1,500 characters (approximately 200 words), of the project's national interest addressing the three considerations as a single cohesive statement directed towards a member of the public. The description should be simple, clear and use plain English.

What must the NIT address?

The considerations are:

1. What is the project about and what research gap is it addressing for Australia?
2. How could the research benefit Australians (economically, socially, environmentally, commercially, or culturally)?
3. How might you promote your research outcomes beyond academia to maximise understanding, translation, use, and adoption of the research in the future?

Note: the NIT statement is read in its entirety and the answers to the questions above can be across various sentences within the statement.

NIT statements will be certified by the DVCR of the Administering Organisation as addressing the three above considerations. The DVCR must also consider whether the statement is written in plain English and for the specified audience – the general public.

The DVCR's certification is final, and the ARC will not review or make requests for changes to a NIT. The NIT will be provided to assessors as an input to their assessment of the application.

The ARC will include the NIT with other elements of an application recommended for funding for final consideration by the ARC Accountable Authority.

For more information see the ARC website (including examples of well written NITs).

Part B – Participant Details including ROPE

All questions in this form part must be answered.

Note:

Ensure that your **RMS profile is up to date** as some personal details automatically populate into this Form Part.

All information contained in Part B is visible to the Administering Organisation on this application.

The participant listed in Question A2 will have a copy of this section automatically generated. If the participant has not created the draft application themselves, they will automatically receive an email directing them to accept or reject the invitation to participate on an application via RMS.

Some questions are automatically populated from the personal details in the participant's RMS profile. If the information in the profile needs updating, it can be amended by logging into RMS and updating the participant's 'Person Profile' details.

Participants should ensure that information provided in this Form Part addresses the assessment criteria 'Investigator(s)/Capability' as detailed in the Grant Guidelines (clause 6.2), noting the relevant weighting of the criteria and, if applicable, the DAATSIA assessment criteria (clause 6.3).

B1 Personal Details

Questions in Personal Details can only be answered by the participant. The Administering Organisation will not be able to edit the material personal interest information on behalf of the participant.

To update the 'Personal Details' section, click on the 'Manage Personal Details' link in Part B of the form. This will open a new browser tab where you can update the relevant information. Refresh the page once you return to the form to ensure the information is updated.

Note:

Only the Participation Type, Title, First, Middle and Last name, and Indigenous status of the participants from Question B1 will appear in the PDF version of this form provided to assessors but may be shared with other Commonwealth Entities. All information contained in Part B is visible to the Administering Organisation on this application.

The Project Leader and/or DAATSIA candidate must be an Aboriginal and/or Torres Strait Islander researcher. For further details, refer to subsection 4.5 of the Grant Guidelines. Data relating to Indigenous status is also automatically populated from participant's RMS profile for all participants (Project Leader, CIs, DAATSIA candidates and PIs). If this information is incorrect, participants must amend their profile as per the above instructions.

The following data is automatically populated from the participant's RMS profile into the application form:

Title, First Name, Middle Name, Family Name, Date of Birth, Country of Birth, Indigenous Status, and Material personal interest questions as follows:

- Are you currently receiving any financial support (cash or in-kind) for research related activities from a country other than Australia?
- Are you currently, or have you previously been, associated or affiliated with a talent recruitment program from a country other than Australia?
- Are you currently associated or affiliated with a government, intelligence organisation, government owned enterprise, military or police organisation in a country other than Australia?
- Have you identified and disclosed any conflicts of interests in accordance with your Institution's conflict of interest policies and procedures?
- Has the participant acknowledged the collection of personal information by the ARC?
- The statement in the Personal Profile reads:
    - By ticking the box, I acknowledge that personal information collected in my profile, including country of birth, date of birth, foreign relationships and conflict of interest declarations will be visible to staff who have administrative roles at both my administering organisation, and the administering organisation of any applications that I am named on; and the ARC may disclose this information to other government agencies for the purposes of grant administration and legislative compliance.

      Please note: If this box is not ticked and the statement acknowledged you will not be able to be a named participant on an ARC grant application.

B2 Qualifications

This data is automatically populated from the participant's RMS profile. PIs are not required to duplicate information later in the CV at question B18.

To update any qualifications, the individual participant must amend their profile in RMS by clicking the 'Manage Qualifications' link in the application form. This will open a new browser tab. When returning to the form ensure to 'Refresh' the page to capture the changes made to the participant's profile.

B3 Research Load (non-ARC Grants and Research)

Provide details of research funding from non-ARC sources (in Australia and overseas).

For research funding from non-ARC sources, list all projects/applications/awards/fellowships awarded or requests submitted for funding involving the participant for the years 2025 to 2031 inclusive, making sure to list all projects/applicants/awards/fellowships awarded, or requests submitted.

Use the table format below to create a list of relevant projects and/or applications in descending date order.

Note:

- Funding amounts are to be in thousands and in Australian dollars.
- The table meets the formatting requirements outlined in Section 2.4 of the Instructions.

Template with examples:

Funding from non-ARC sources

Description (All named investigators on any application or grant/fellowship in which a participant is involved, project title, source of support, scheme and round)	**Same Research Area** (Yes/No)	**Support Status** (Requested/Current/Past)	**Application/project ID** (for NHMRC applications only)	**2025** ($'000)	**2026** ($'000)	**2027** ($'000)	**2028** ($'000)	**2029** ($'000)	**2030** ($'000)	**2031** ($'000)
Prof Joe Example, Prof Jane Sample	Y	C	n/a	100						
Dr Mary Test, Prof Joe Example	Y	C	n/a							

B4 **What will your time commitment be to research activities related to this project?**

Enter the participant's time commitment to this project as a full-time equivalent (FTE).

Note: FTE of 1.0 represents a full-time commitment (i.e. 5 days per week).

B5 **Employment Details as at the grant commencement date**

- Confirm the participant's employment status at all organisations that they will be associated with as at 1 January 2026. Enter the relevant appointment type and full-time equivalent (FTE) for each organisation.
- The options available for relevant appointment type are:
    - Employee
    - Honorary Academic Appointment
    - Other

Please Note: By selecting Honorary Academic Appointment, you are confirming that you meet the definition of an honorary academic appointment as specified in the Grant Guidelines. If you do not meet this definition, please select either the Employee or Other appointment type as appropriate.

- If you are adding employment at an Eligible Organisation, select the organisation name which matches the relevant organisation name in Appendix B of the Grant Guidelines.
- If you cannot find the organisation you are looking for, you can add the organisation using the Australian Business Number or contact the RMS Support team at rmssupport@arc.gov.au for assistance.
- If the participant will not be employed or associated with any organisation at the grant commencement date, click in the Search bar and type 'Not Employed'. A record of the same

name will be available for selection. Select 'Not Employed', the appointment type 'Other' and enter an FTE of 0.

- There are several automatic validations built into B5 to assist participants to ensure their employment details fit the role they have selected at A2.

    - If a CI role has been selected at Question A2, and at Question B5:
        - the CI has not selected an Employee role at an Eligible Organisation for 0.2 FTE or more, OR
        - an honorary academic appointment role at an Eligible Organisation the participant will receive a validation error regarding their eligibility to be a CI.

    - If a CI role has been selected at Question A2 and at Question B5:
        - an honorary academic appointment role at an Eligible Organisation has been entered, AND
        - an Employee role for more than 0.2FTE at an organisation other than an Eligible Organisation has been entered the participant will receive a validation error regarding their eligibility to be a CI.

Please Note: To assist in identifying the appropriate role type for a participant, please refer to the decision tree at Appendix A.

B6 Relevant Organisation for this application as at grant commencement date for this project

- Enter the Organisation that is relevant to the participant's inclusion on this application, and that they will be associated with as of 1 January 2026.
- The 'relevant organisation' is the primary organisation that will be supporting the participant's involvement in this project if it is funded.

Note: The Organisation must be listed in Question B5 for this question to validate.

- If you cannot find the organisation you are looking for, you can add the organisation using the Australian Business Number (ABN).

B7 Currently held ARC Projects

This data is automatically populated from the participant's RMS profile and will include any active project which has not yet had a Final Report approved and the project file closed by the ARC.

For definitions of terms such as 'active project' and 'active project assessment date' please refer to the Definitions section of the Grant Guidelines.

B8 Research Opportunity and Performance Evidence (ROPE) – Current and previous appointment(s)/position(s) – during the past 10 years

This data is automatically populated from the participant's RMS profile. PIs are not required to duplicate information later in the CV at question B18.

To update any details in this table, click on the 'Manage Employment Details' link in this question. This will open in a new browser tab. When returning to the form ensure to 'Refresh' the page to capture changes made to the participant's profile. Provide details of academic, research, professional and industry experience during the past 10 years. Specify start date and end date of each position (if known). Select an organisation for each position.

Note: 'During the past 10 years' is from 1 January 2015.

B9 Research Opportunity and Performance Evidence (ROPE) – Career Interruptions

Read the ROPE Statement on the ARC website before filling out this section.

Has the participant experienced a significant interruption that has impacted on research opportunity?

This is a 'Yes' or 'No' question.

If 'Yes', you will be required to add the periods of interruption by clicking 'Add Answer' and completing the following fields **(the fields listed below and their corresponding answers will not appear in the PDF version of the form that is visible to assessors)**:

- From when
- To when
- FTE of career interruption (enter a value up to 1)
- Interruption category

The interruption categories that can be selected from the drop-down menu are:

- Caring and parental responsibilities
- Disaster management and recovery
- Limited or no access to facilities and resources – such as through workplace interruptions
- Medical condition/disability/misadventure
- Non-research employment
- Unemployment
- Community obligations, including Aboriginal and/or Torres Strait Islander cultural practices and protocols
- Other

Add each period of interruption separately. Click 'Add answer' to include additional interruptions.

Please ensure that interruption periods are not overlapping.

RMS will automatically calculate the total career interruption in the field 'Total Period of Career Interruptions' and in the following format:

> "Researcher [Participant Name] has reported a career interruption of [duration] since [Year of earliest interruption]."

Note: the 'Total Period of Career Interruptions' figures will be rounded.

The 'Total Period of Career Interruptions' will be visible to assessors.

Please see Appendix B of these Instructions for examples of different interruption scenarios.

Note: All applications submitted to the ARC must be certified by the Deputy Vice-Chancellor (Research) (DVCR) or their delegate or equivalent in the Administering Organisation. The DVCR does not need to provide any additional certification for this question.

B10 **Research Opportunity and Performance Evidence (ROPE) – Career Narrative**

Using no more than 565 characters (approximately 75 words), provide clear information for assessors to understand the opportunities you have had to undertake research across your career, without repeating information already provided in this application. It is helpful to include details of any periods of research only employment; details of any periods of research leave; and a representative summary of the formal allocations of research, teaching and administrative responsibilities across your career.

B11 **Research Opportunity and Performance Evidence (ROPE) – Evidence of the participant's research impact and contributions to the field, including evidence of high-quality outputs and collaboration most relevant to this application.**

Provide a statement outlining evidence of the participant's research impact and significant contributions to the field. Describe how the participant's research has led to a significant change or advance of knowledge in their field and outline how this will contribute to this application (up to 1,500 characters, approximately 200 words).

Note: Questions B13 and B14 provide an opportunity to describe the significance of the Australian participant's research outputs. Question B11 should be devoted to other evidence of research impact and contributions to the field.

B12 **Research Opportunity and Performance Evidence (ROPE) - Mentoring and Leadership**

Provide evidence of the participant's leadership and mentoring capability, including details of their experience and achievements in research training and supervision (up to 750 characters, or approximately 100 words).

Provide clear information that outlines evidence of your opportunities and achievements in leadership, mentoring and research training or supervision. The information provided should help assessors understand the quality of your achievements and capability against this criterion, but not repeat information already provided in this application. It is helpful to include information such as how you have supported others in leadership roles you have held; your mentoring experience or approach; and details of your graduate student load and completions, and/or your role in supporting graduate student achievements.

B13 **Research Opportunity and Performance Evidence (ROPE) – Research Outputs Context**

Provide clear information that explains the relative importance of the participant's different research output types and expectations in disciplinary context. The information should help assessors understand the context of the participant's research achievements but not repeat information already provided in this application. It is helpful to include the importance/esteem of specific journals or publishers in your field; specific indicators of recognition within your field such as authorship order and position/citations; or the significance and standing of non-traditional research outputs.

If preprints or comparable resources are cited, these should be explicitly identified in the reference list by including [PREPRINT OR COMPARABLE] after the reference. The reference should include a DOI, URL or equivalent, version number where available and/or date of access, as applicable (up to 1,500 characters, approximately 200 words).

B14 Research Opportunity and Performance Evidence (ROPE) – 10 Career-Best Research Outputs

Provide up to 10 career-best outputs and provide clear information regarding their research impact and excellence. Mark the research outputs that are most relevant to this project categorised under the following headings: Authored books; Edited books; Book chapters; Refereed Journal articles; Fully refereed conference proceedings; Additional research outputs (including non-traditional research outputs and preprints or comparable resources). CVs and theses should not be included in this list. Include **up to 10 research outputs** and fully reference each research output listed.

The data will be populated from the 'Research Outputs' section within the participant's RMS profile. The participant will have the flexibility to select which 10 outputs to include in the application.

Research Output – includes all products (including preprints or comparable resources) of a research project that meet the ARC definition of Research. For information on what the ARC defines as a Research Output, refer to the *ARC Open Access Policy*.

For instructions on how to add research outputs to a user's profile in RMS, refer to the User Guide - Research Outputs in RMS Instructions for adding Research Outputs to your RMS Profile.

For instructions on how to add preprints or comparable resources see Section 2.5 of these Instructions.

Note: Mathematical and other symbols will not be displayed in the Research Outputs sections of RMS. You can however preview the citations by clicking the PDF link which will display the symbols correctly.

Preprints or comparable resources can be included in the Research Output list but must be entered manually in participant's RMS profile as the category "additional research output". Preprints or comparable resources should be explicitly identified as such by including **[PREPRINT OR COMPARABLE]** at the end of the reference.

Research output listing: To indicate the order of the career-best research outputs from the highest rank being number 1, enter numbers 1 up to 10 in the 'Rank' column.

To add research outputs to the application:

- To import all research outputs, click on the 'Search' button. Use the drop-down list to select the specific category and/or source to import only.

Note: RMS will not prevent the entry of duplicate records and it is the responsibility of participants to manage this.

- To add research outputs, tick the 'Select' checkbox or the 'Select all' button. Click on 'Add selected' button. To remove the research output from the listing click on the 'Remove' button.
- **Note:** Participants will receive an error message in RMS if more than 10 research outputs are added to Question B14. Although research outputs listed for this question that exceed the limit of 10 will appear in the PDF if the 'generate PDF' option is selected and the error message will not show on the PDF, the application will not be able to be submitted through RMS until the error is resolved and the participant has listed no more than 10 research outputs.
- To provide the research impact for each of the career-best outputs enter information in the research outputs context box under each output (up to 1,500 characters, approximately 20 words per output).

Note: On saving, the ranked outputs will appear first and in order of rank.

- Research outputs relevant to the application can be indicated by ticking the 'Relevant' checkbox. This will add an asterisk against that research output in the PDF.

Note: The asterisk only appears in the Research Outputs PDF and application PDF.

- ARC funding details are added to the research output in the participant's profile or can be added by clicking on the 'Additional Details' button.
- To view the Research Outputs PDF, click on the 'View generated Research Outputs PDF'.

Note: The author display is automatically defaulted to show up to 5 authors against each Research Output. The number of authors displayed can be increased to a maximum of 40. To increase the number of authors to be displayed, enter in the desired number under 'Maximum number of authors displayed in each reference'.

B15 Is the participant applying for Teaching Relief?

(This question must be answered if the participant is a Chief Investigator or DAATSIA candidate)

Teaching Relief can be requested for CIs or DAATSIA candidates for up to a total of $50,000 per CI or DAATSIA candidate per year per project. **Note that an awarded DAATSIA will not be awarded teaching relief.**

If you select 'Yes', you will be prompted to enter in the amounts requested in this question. Once saved this will populate to the Budget Table at Part D, you must enter between a minimum of $1 and a maximum of $50,000 per annum of funding. To complete the request please refer to Question D1 for further instructions to add the populated Teaching Relief request to the budget table.

Note that if the Teaching Relief needs to be removed from the budget at Question D1, the request for Teaching Relief MUST be changed to 'No' at Question B15.

Note: A CI or DAATSIA candidate may request funding for teaching relief in order to maximise the opportunity for the CI to conduct research. This question is only relevant for CIs or DAATSIA candidates and will not be activated for PIs.

A CI awarded a DAATSIA will not be awarded teaching relief.

B16 Discovery Australian Aboriginal and Torres Strait Islander Award (DAATSIA)

(This question will be available for DAATSIA candidates only)

Upload a PDF of no more than 1 A4 page addressing the assessment criteria for a DAATSIA candidate (refer to the Grant Guidelines, clause 6.3). As criteria 6.3(c), (d) and (e) should be addressed elsewhere in Part B, your answer to this question should focus on explaining how a DAATSIA would enhance and expedite a high-quality research project (6.3(a)), and outline how the research environment would support the DAATSIA candidate and project (6.3(b)). Refer to the Grant Guidelines (6.3) for the DAATSIA candidate.

B17 Project Relinquishment or Application Withdrawal

This question and the corresponding answer will not appear in the PDF version of the form.

ARC Grant Guidelines specify the limits on the number of applications and projects per named participant.

This question will be activated only where a participant will exceed ARC project limits at the grant opportunity closing date, if this application is successful. While the application can be submitted, project limits must be met under the Grant Guidelines before the project can start.

Project limits can be met by relinquishing existing active project(s), or relinquishing role(s) on existing active projects or withdrawing application(s) that would exceed the project limits. This does not need to occur until all applications are announced.

Please refer to the Grant Guidelines for more information regarding the limits on the number of applications and projects per named participant.

Provide applications/Project ID(s) for the applications/projects the participant has nominated in order to meet the project limits and what is intended (application withdrawal, project relinquishment, role relinquishment on project, project end date amendment). Provide applications/Project ID(s) and the intention for each separated by a comma.

To be eligible to apply, the participant must have met all obligations, including submitting satisfactory progress and final reports, for previously funded projects.

All active projects at the scheme-specific active project assessment date are taken into consideration for the purpose of determining a participant's eligibility to apply for new funding. While an application will not be ruled ineligible if the participant contravenes the Discovery Program limits, the participant will be required to nominate (in Question B17) the applications they wish to withdraw or existing project(s) or role(s) to be relinquished should this application be successful.

If this question is not applicable to the participant, the question will be greyed out and is not required to be completed.

Failing to provide this information will jeopardise the eligibility of the application.

B18 Partner Investigator – upload a CV of no more than one A4 page

(This question must be answered by Partner Investigators only)

Provide a CV of up to one A4 page relevant to the project noting that Partner Investigators are not required to complete Research Opportunity and Performance (ROPE) questions B10 to B14.

The PDF should not include qualifications, current and previous appointment(s)/position(s) employment, or career interruptions as this will be automatically populated from your RMS profile at questions B2, B8 and B9.

B19 Certification by Participants

Only the participant named in this form part can provide a response to this question.

This question and the corresponding answer will not appear in the PDF version of this form.

This question replaces the participant certification previously required as part of certification documentation sourced and held by the Administering Organisation.

The application form will not validate if 'No' is selected.

The participant must review and confirm the accuracy of all information contained in this application, including information entered within your RMS profile to be eligible to participate on this application.

By selecting 'Yes', the participant agrees to the following statements regarding their application:

I certify that:

i) all the details in this application are accurate and complete, including information contained in my ARC Research Management System personal profile;

ii) proper enquiries have been made and I am satisfied that I meet the eligibility criteria as specified in the Grant Guidelines;

iii) as a participant listed on the application I have responsibility for the authorship and intellectual content of this application, and have appropriately cited sources and acknowledged significant contributions, including third parties, where relevant;

iv) I have complied with the Grant Guidelines, and the scheme specific Instructions to Applicants and if the application is successful I agree to abide by the relevant Commonwealth Grant Agreement;

v) I understand and agree that all statutory requirements must be met before the proposed research can commence;

vi) I have notified the Administering Organisation of all material personal and financial interests and actual, potential or perceived Conflicts of Interest I may have in relation to the application. I will notify the Administering Organisation of any personal material interests or Conflicts of Interest which arise after the submission of the application. I will update my personal details in my ARC Research Management System profile ensuring that all conflicts of interests and/or foreign funding, talent programs, affiliations/associations reported to the ARC are current;

vii) I will notify the Administering Organisation if there are any changes in my circumstances which may impact on my eligibility to participate in, or ability to perform, the project after the submission of this application; and

viii) I understand that information on this form and its attachments is collected in order to make recommendations to the ARC Accountable Authority (ARC Board) on the allocation of financial assistance under the *Australian Research Council Act 2001* (Cth) and for post award reporting. The information collected may be passed to third parties, including being sent to overseas parties for assessment purposes. It may also be passed to any other Australian Government Department or Agency, and noting information contained in this application can be disclosed without my consent where authorised or required by law and for post award reporting.

Important: If the ARC considers that an application is incomplete, inaccurate or contains false or misleading information, the ARC may in its absolute discretion decide to recommend that the application not be approved for funding.

Part C – Project Description

All questions in this form part must be answered.

C1 Project Description

Upload a Project Description of no more than 7 A4 pages and in the required format, as detailed below.

All text in the PDF, including text within figures and tables, must be in the format described in Section 2.4 of these Instructions.

The PDF should answer the following questions using the headings below and in this order:

- PROJECT TITLE
- PROJECT QUALITY AND INNOVATION
- BENEFIT
- COMMUNICATION OF RESULTS
- REFERENCES
- ACKNOWLEDGEMENTS (IF REQUIRED)

Participants should ensure that information provided under these headings addresses the assessment criteria as detailed in the Grant Guidelines (subsection 6.2), noting the relevant weighting of the criteria.

PROJECT TITLE

This title may differ from that shown in Question A1 of the application form and may exceed 10 words.

PROJECT QUALITY AND INNOVATION

- How does the aim of the research contribute to an important gap in knowledge, or address a significant problem?
- How is the research innovative in the context of recent international advances in research in this area?
- What are the major research questions?
- Describe the project design, including conceptual framework and methods.
- Does the project involve research pertaining to Aboriginal and/or Torres Strait Islander communities? If yes, describe the strategies for enabling collaboration, engagement, relationship and capacity building, and benefit sharing.
- To what extent will the research enhance national and/or international collaboration?

BENEFIT

- What new or advanced knowledge will result from the research?
- What are the potential economic, commercial, environmental, social and or/cultural benefits for Australia and/or international communities of the research?

COMMUNICATION OF RESULTS

- How will the results of the research program be communicated?

REFERENCES

- Include a list of all references, including relevant references to the previous work of the participants.
- For more information on how pre-prints or comparable resources should be identified, please refer to Section 2.5 of these Instructions.
- References may be in 10-point font.

ACKNOWLEDGEMENTS (if required)

- Acknowledge any significant contributions to this application in terms of ideas and authorship, by persons not already named in this application.
- Note that this heading does not need to be included in the Project Description if it is not required.

C2 Capability Statement

Describe the investigator or team's capability in up to 3,000 characters, approximately 400 words, to deliver the project described in this application. Consider the alignment between skills and project design, capacity to deliver outcomes, and composition of the team (if relevant).

C3 Letter of Community Support

Will a letter of community support be provided with this application?

This is a 'Yes' or 'No' question.

If you select 'Yes', upload a PDF letter from an Aboriginal and/or Torres Strait Islander community or community organisation which outlines the benefits the grant activity will provide to that community or community organisation. An individual letter must not exceed one A4 page. Where the research involves multiple communities and/or organisations, additional letters may be provided by clicking 'Add answer', noting that each letter cannot exceed one A4 page.

Part D – Project Cost

All questions in this form part must be answered.

D1 What is the proposed budget for your project?

Outline the budget proposed for your project.

Ensure that your budget complies with the requirements of the Grant Guidelines. It is important that the Administering Organisation and any other organisation participating in this application has been added at Question A3 prior to entering information in the budget table.

- In the Budget Table at Question D1, individual items are to be entered only in the Personnel sections. All other categories (Travel, Field Research etc.) should have a one-line budget figure giving the total funding request and contributions for that section. Details regarding the items making up this total amount should be provided in Question D2 (Justification of funding requested from the ARC) and Question D3 (Details of non-ARC contributions) as appropriate.
- Do not commence entering information in the budget table until the participants and all organisations have been requested and have subsequently confirmed their participation on the proposed project.
- Do not include GST in your costs. The ARC will make GST adjustments to successful projects depending on whether the funding has been provided to a government-related or non-government-related entity.
- Government-related entities generally do not pay GST on the funding transaction with the ARC, however, non-government-related entities which are liable to pay GST on the transaction with the ARC will receive base-funding plus GST.
- If your organisation is registered for GST and therefore able to claim input tax credits for the GST component in the cost of goods and services purchased in the course of carrying out the project, then the GST component of these costs should not be included in the project costs.
- An Administering Organisation may be awarded project funding from $30,000 and up to $500,000 per annum (for up to 5 consecutive years).
- You must apply using the salary and stipend rates specified in the Grant Guidelines and RMS. Updated salary and stipend rate will be available on the ARC website.

- Ensure that funding is requested at the correct level as the ARC will not be able to provide additional funds to cover a budget that has not been planned adequately.
- Budget items requested from the ARC must not be ineligible costs under Section 5.5 of the Grant Guidelines.
- Section 5.1 – 5.4 of the Grant Guidelines has a list of eligible expenditure items. Please note that this list is not exclusive of other costs, if they are items that directly support the project and are not excluded under Section 5.5.

Note:

- The ARC reserves the right to determine the level of funding allocated to a project.
- Cash and in-kind contributions from the Administering Organisation, Other Eligible Organisation(s) and/or Other Organisation(s) may also be entered in Question D1, including the dollar value of the salary for CIs and PIs who are receiving a (non-ARC) salary. Salaries are to be shown only for the proportion of time estimated that will be spent on the project.
- Do not build indexation into the amounts. Payments to the Administering Organisation will be automatically indexed at the time of payment for each year of the project.
- Full details and justification of costings for each budget item **must** be included in Questions D2 and D3 as appropriate.

HOW TO ENTER INFORMATION IN THE BUDGET TABLE

Information required in the IN26 budget form has been simplified.
Only the Personnel section should have itemised lines in the budget form. The Travel, Field Research, Equipment, Maintenance and Other categories should all have only **one** line each, showing the total amount requested from the ARC and being contributed by participating organisations. Enter in a **one-line budget figure** request including organisational contributions by aggregating all items under each of the category types for each year.

1) Adding a DAATSIA candidate

After selecting a DAATSIA form the Person Participant question (Question A2) the DAATSIA candidate name will be auto-populated in Part D – Project Cost.

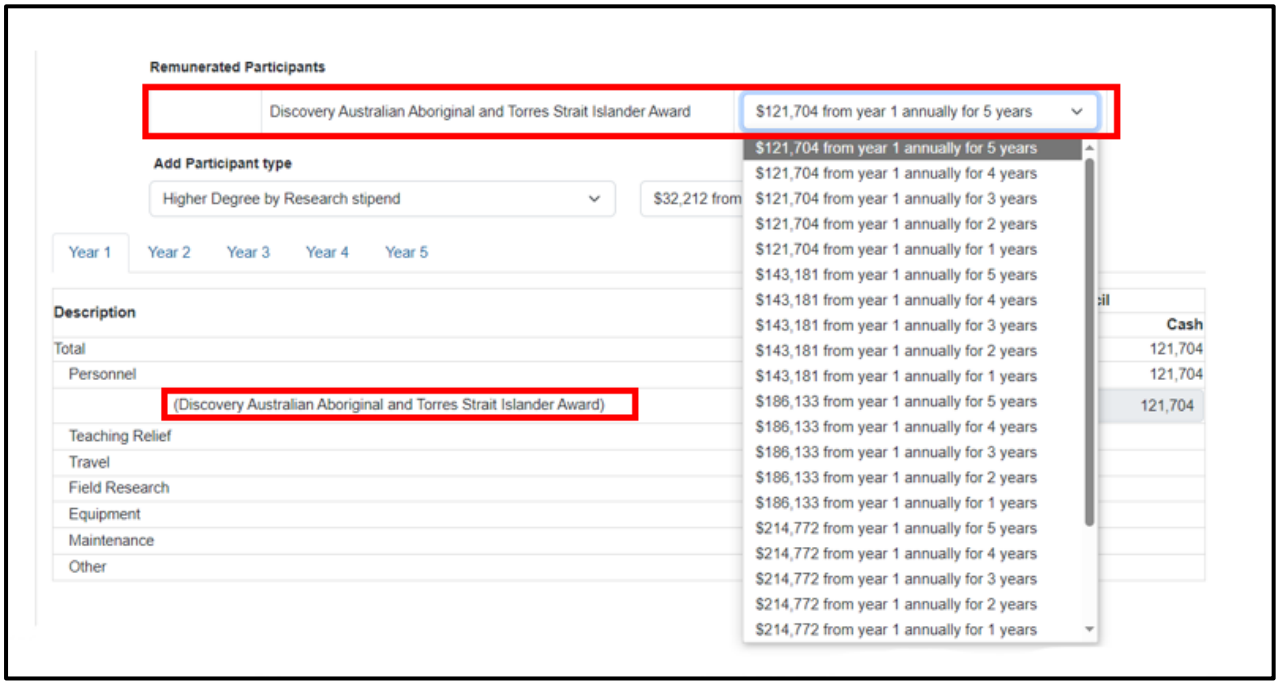
From the drop-down menu located above the table select the appropriate DAATSIA salary level and the length of DAATSIA funding.

The DAATSIA can be requested and/or awarded at one of 5 salary levels as listed below:

DAATSIA salary levels	Total
DAATSIA Level 1 (1.0 FTE)	$121,704 including 30 per cent on-costs
DAATSIA Level 2 (1.0 FTE)	$143,181 including 30 per cent on-costs
DAATSIA Level 3 (1.0 FTE)	$186,133 including 30 per cent on-costs
DAATSIA Level 4 (1.0 FTE)	$214,772 including 30 per cent on-costs
DAATSIA Level 5 (1.0 FTE)	$257,726 including 30 per cent on-costs

The salary figures are based on 2024$ funding levels.

Note: The duration of the DAATSIA must be the same as the duration of the project.



2) How to Add the Higher Degree by Research Stipends

Higher Degree by Research Stipend (HDR) budget requests are entered in the personnel budget category by choosing from the drop-down list under 'Add Participant type' above the budget table.

When selecting the HDR stipend choose the appropriate level and commencement year from the drop-down menu.

The Level refers to the duration of the stipend being requested which will be paid at a rate of $32,212 (2024$) each year:

- Level 1 - applies to a 3-year stipend request at $32,212 (2024$) per year.
- Level 2 - applies to a 2-year stipend request at $32,212 (2024$) per year.
- Level 3 - applies to a 4-year stipend request at $32,212 (2024$) per year.

Click 'Add' and the Higher Degree by research Stipend will be added to the budget table.

Project funding can be requested to support the HDR's salary in line with the ARC standard salary and stipend rates. The correct amount will populate in the budget once the HDR is selected in RMS. Any top-up HDR salary support provided to comply with the institutional appropriate salary level must be provided by institutional contributions, not from ARC funds.

Any budget validation error messages will appear at the bottom of the page.

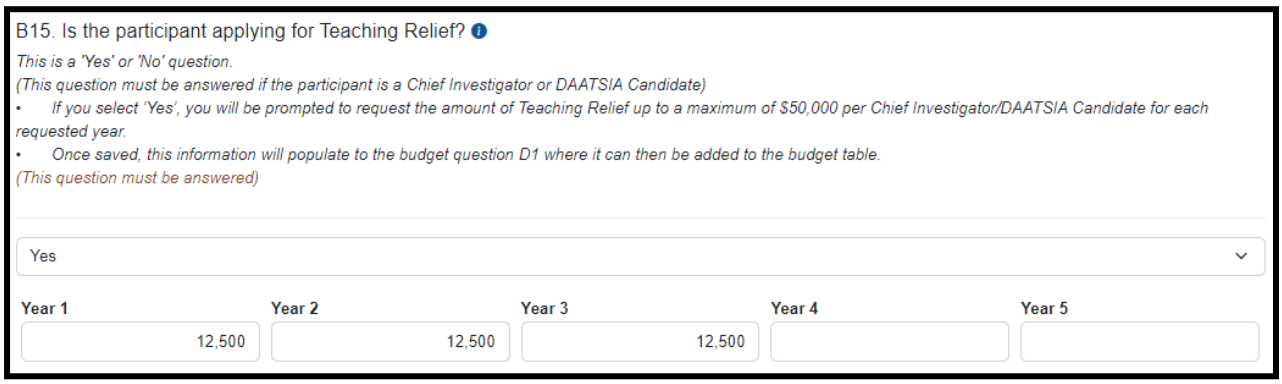
Note: To remove a HDR stipend request from the budget table click on the 'x' under the Remunerated Participants.

3) How to Add Teaching Relief

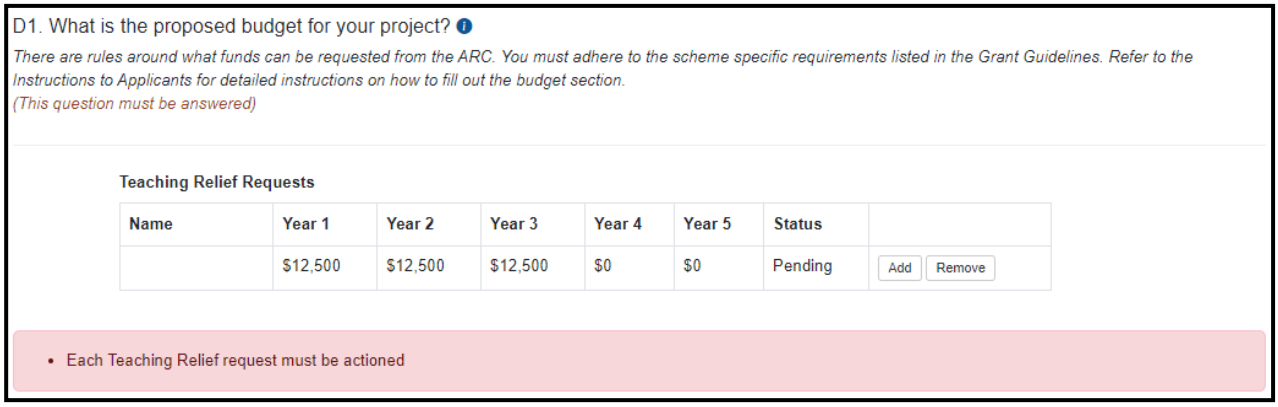
Note: All CIs or DAATSIA candidates applying for Teaching Relief must answer 'Yes' at Question B15 in their own Part B and add the requested amount (only add via this method).

- Only CIs or DAATSIA candidates are eligible to request funding for teaching relief up to a total value of $50,000 per CI/DAATSIA per year.

- CIs or DAATSIA candidates who have answered 'Yes' at Question B15 must then enter the requested amount of teaching relief per year from Years 1 to 5 appearing below the question (see picture below).



- Once Teaching Relief has been requested by the participant at Question B15 and dollar amounts entered, a Teaching Relief request will appear at the top of Question D1.
- The Teaching Relief request will automatically copy over the dollar amounts entered at Question B15 and must be added to the budget at Question D1 by the participant.
- Click on the 'Add' button against the Teaching Relief request to add to the budget table.



- If the Teaching Relief needs to be removed from the budget at Question D1, the CI or DAATSIA candidate requesting the Teaching Relief will have to change the answer to 'No' at Question B15 in the relevant CI or DAATSIA candidate participant details.
- Refer to subsection 5.3.d. of the Grant Guidelines for further information regarding Teaching Relief.

Note: To remove any added Teaching Relief from the budget table you will need to select 'No' in the relevant participant details section at Question B15.

4) How to Add Additional Personnel

- Additional personnel including postdoctoral and postgraduate researchers, Higher Degree by Research stipends for Aboriginal and/or Torres Strait Islander persons, and stipends to support Aboriginal and/or Torres Strait Islander Honours students may be funded using project funding. Enter any additional personnel under 'Personnel' in the budget table by clicking the '+' and entering the description in the dialogue box.
- Then click 'OK'. You will then be able to enter the amount of funding requested.

Note: HDR stipends should be entered as detailed at step 2) Adding Higher Degree by Research Stipends above, not typed in manually.

5) How to enter information in the Australian Research Council column

- Enter the amounts in the ARC column against the relevant items for each year you will be seeking funding from the ARC.
- Use the budget table as a summary, using the broad categories listed. Details and justification of specific budget items must be provided in Question D2.
- Participants should not enter indexation amounts. All amounts for each year should be entered as 2024$. The ARC will calculate indexation on an annual basis and apply this to the funding amounts. Indexation does not represent additional funding; it is to cover the general annual increase in cost for funded items.

6) How to enter information against the Budget Categories

- Budget items requested must be eligible costs under Section 5 of the Grant Guidelines.
- Each category, except for Personnel, should have one line only giving the total amount for that category per year. Details regarding the requested budget items and contributions making up this total amount should be provided in Questions D2 and D3 as appropriate.

Personnel

- Multiple line items can be entered in the Personnel section of the budget.
- Show salaries for Chief Investigators (CIs), DAATSIA candidate and Partner Investigators (PIs) in the relevant in-kind columns (Administering Organisation, Other Eligible Organisation, or Other Organisation only, not ARC column), only for the proportion of time estimated that will be spent on the project.
- Funding for Higher Degree by Research or Honours stipends must only be requested for students who will be enrolled at Eligible Organisations.
- Funding requests for Senior Research Associates, Research Associates and all other personnel must be requested at an appropriate salary level for the employing organisation at the time of submission. These can be grouped by institution or role (e.g. '2 x Senior Research Associates at University X'). Do not list each individual salary request on a separate line.
- Salaries must include 30 per cent on-costs (excluding items such as extended leave and severance pay) to contribute to salary-related on-costs, including payroll tax, workers' compensation, leave loading, long-service leave, non-contributory and contributory superannuation.
- For non-renumerated appointments or where there is no salary contribution for that participant from the participant's organisation, salary contributions for that participant should not be entered in the budget section. Non-salary contributions can be included as separate budget items.
- Details and justification of 'Personnel' and costings must be included in Question D2 and D3 as appropriate.

Travel

- Travel costs that are essential to the project can be requested up to $50,000 over the project activity period. Travel and accommodation costs related to carrying out field research or carers' costs are not included in this $50,000 limit. Refer to subsections 5.3.f. of the Grant Guidelines for further information.
- Enter a **one-line budget figure** for travel costs essential to the project. Details and justification of 'Travel' and costings must be included in Questions D2 and D3 as appropriate, such as individual economy-class flights, accommodation, travel allowance, conference costs etc.

Field Research

- Enter a **one-line budget figure** for costs associated with 'Field Research' that are essential to the project.
- Details and justification of 'Field Research' and costings must be included in Questions D2 and D3 as appropriate, such as technical and logistical support, individual economy-class flights, accommodation, travel allowance, conference costs etc.

Equipment

- The Discovery Indigenous scheme will not fund budget items that do not directly support a research project as per Section 5 of the Grant Guidelines.
- Funding will also not be provided for equipment or consumables that are for broad general use.
- Enter a **one-line budget figure** for costs associated with equipment and installation.
- Details and justification of 'Equipment' and costings must be included in Questions D2 and D3 as appropriate.

Note: It may be more appropriate to seek funding from the Australian Government for large or costly items of equipment through the ARC *Linkage Infrastructure, Equipment and Facilities* (LIEF) scheme. Refer also to the LIEF Register.

Maintenance

- Enter a **one-line budget figure** request for maintenance costs.
- Details and justification of 'Maintenance' and costings must be included in Questions D2 and D3 as appropriate.

Note: Include in this category consumables and items related to equipment maintenance. Do not include requests for purchasing computing equipment or hiring personnel for data preparation or programming. Include these under 'Equipment' or 'Personnel' as appropriate.

Other

- Enter a **one-line budget figure** request for Other.
- Details and justification of requests in the 'Other' and costings must be included in Questions D2 and D3 as appropriate.

- **Note:** Items which can be included in the 'Other' budget category are those that cannot be appropriately placed in another category. Some 'Other' items include (but are not limited to): expert services of a third party; publication and dissemination costs; and web hosting and development specific to the project. Other costs may include reasonable essential extraordinary costs to allow a participant who is a carer, or who themselves require care or assistance, to undertake travel essential to the project.

7) How to enter the Administering Organisations, Other Eligible Organisations, and Other Organisations Contributions

- Enter the amounts the organisation will provide to the project in the appropriate column.
- Items must first be added to the budget table; the amounts can then be entered in the relevant columns.
- Eligible Organisations must ensure that organisational in-kind contributions in the budget section of the application do not include salary for any Commonwealth funded Fellowships, unless it is salary committed by the Eligible Organisation over and above the Commonwealth component. The inclusion of a Commonwealth Fellowship salary as an organisational in-kind contribution may lead to an application not being recommended for funding.

'Administering Organisation' column

- Enter in the dollar amounts that the Administering Organisation will be contributing to the project. The Total Costs line will sum the total of all categories.

'Other Eligible Organisation' and 'Other Organisation' Columns

- If organisations other than the Administering Organisation are listed as participants in Part A, their contribution may be listed in the relevant budget column(s) which will appear in the Budget table. These contributions must also be summarised in the table(s) below the Budget.

Important: RMS only performs limited validation checks of budget compliance with the Grant Guidelines. It is the Administering Organisation's responsibility to ensure that the budget requirements are met before submission to the ARC.

D2 Justification of funding requested from the ARC

Note: Justification of funding for a Discovery Australian Aboriginal and Torres Strait Islander Award (DAATSIA) should be addressed in the statement at B16.

The ARC budget justification information must not exceed **3 A4 pages**. **The uploaded PDF must:**

- Use the same headings as in the Description column in the budget at Question D1 of the application.
- Fully justify each budget item requested in terms of need and cost. In justifying the budget, it is not sufficient to claim certain equipment or personnel costs as $X. Rather, the budget justification should state, for example, that a full-time research assistant or technician with a specific level of expertise is required for 'x' months. The same level of explanation is required for all items being requested.
- Justify any funding being requested for major items of equipment. Requests for any major items of equipment are considered on merit. The participant should plan to use existing equipment wherever possible. If the participant is seeking funding for new equipment, describe how the equipment will be used and provide details of the manufacturer, supplier, cost and installation based on quotations obtained. Do not supply the quotations. For expensive pieces of equipment, the participant must justify the importance of the equipment to the research proposed and demonstrate that access to such equipment housed elsewhere is not practical. The Administering Organisation would be expected to contribute part of the funding required for expensive items of equipment.
- Requests for funding to cover the costs of domestic and international travel, including for reasons of fostering and strengthening collaborations in Australia and overseas, must be justified in full.

D3 Details of non-ARC contributions

Provide an explanation of how non-ARC contributions will support the proposed project (upload a PDF of up to 2 A4 pages and within the required format).

The uploaded PDF must:

- Use the same headings as in the Description column in the budget at Question D1 of the application.
- Provide details including what each participant will contribute to the project in relation to their time and any other contribution of their organisation.
- If there is no direct funding being provided by a participating organisation in cases where this could reasonably be expected, explain fully why no commitment has been made.

Part E – Classifications and Other Statistical Information

All questions in this form part must be answered.

For reporting purposes, the ARC is capturing relevant Australian Government priority areas and policies for your application (in questions E1, E2 and E3). If your application does not align with an announced Australian Government priority area or policy in the relevant question below (E1, E2 and E3), please select 'No' at that question. If your application aligns with one or more announced Australian Government priority areas or policies in the relevant question, please select 'Yes' at that question and select all relevant priority areas or policies from the dropdown list in the question.

The ARC collects data on alignment to government policies and priority areas to assist in promoting the value of ARC-funded research across government. This data helps demonstrate the broad diversity of research funded by the ARC and its contribution to Australian Government economic, social, environmental and cultural policies.

The information collected in questions E1, E2 and E3 will not be visible in the PDF version of this form provided to assessors.

E1 Does this Application align with any of the National Science and Research Priorities?

This is a 'Yes' or 'No' question.

If 'Yes', for reporting purposes, a dropdown box will appear to allow you to select which of the National Science and Research Priorities the application aligns with.

You may select more than one priority:

- Transitioning to a net zero future
- Supporting healthy and thriving communities
- Elevating Aboriginal and Torres Strait Islander knowledge systems
- Protecting and restoring Australia's environment
- Building a secure and resilient nation

E2 Does this Application align with any of the National Reconstruction Fund priority areas?

This is a 'Yes' or 'No' question.

If 'Yes', for reporting purposes, a dropdown box will appear to allow you to select which of the priority areas for the National Reconstruction Fund the application aligns with.

You may select more than one priority:

- Renewables and low emissions technologies
- Medical science
- Transport
- Value-add in agriculture, forestry and fisheries
- Value-add in resources
- Defence capability
- Enabling capabilities

Note: Information regarding the National Reconstruction Fund is available via a link on the Department of Industry, Science and Resources website.

E3 Does this Application align with any other Australian Government priority areas?

This is a 'Yes' or 'No' question.

If 'Yes', for reporting purposes, a dropdown box will appear to allow you to select which announced Australian Government policy other than the above this application aligns with.

You may select one or more of the options below, considering that ARC funded research can align with a range of Australian Government economic, social, environmental and cultural policies.

- A Future Made in Australia (2024)
- Closing the Gap (2008)
- Other

If Other is selected, type in the full name of the current Australian Government policy and, if known, the year of announcement. 200 characters maximum.

E4 To what extent does your application align with each of the following types of research activity?

Indicate which type(s) of research activity the project best aligns with by selecting a percentage weighting for each research type. You may proportion the research across one or more categories, but the percentages must total 100.

Pure basic research is basic research carried out for the advancement of knowledge, without seeking long-term economic or social benefits or making any effort to apply the results to practical problems or to transfer the results to sectors responsible for their application.

Strategic basic research is experimental and theoretical work undertaken to acquire new knowledge directed into specified broad areas in the expectation of practical discoveries. It provides the broad base of knowledge necessary for the solution of recognised practical problems.

Applied research is original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific, practical aim or objective.

See https://www.abs.gov.au/statistics/classifications/australian-and-new-zealand-standard-research-classification-anzsrc/latest-release for further information.

E5 Field of Research (FoR-2020)

Select up to 3 Field of Research classification codes (FoR codes) at the 6-digit level that relate to the application. Note that the percentages must total 100.

The FoR classification defines research according to disciplines. The FoR codes selected should reflect the nature of the research in this application, particularly if it is interdisciplinary. The choice of FoR codes and their proportions will assist in assigning appropriate assessors to the application and should be as accurate as possible.

Note: The ARC recommends that 'XXXX99' (not elsewhere classified) codes be used only as a last resort and when there is no other appropriate code within the classification.

- Enter the percentage for each FoR code.
- Prioritise the FoR codes from highest to lowest percentage – note RMS does not automatically sort by highest to lowest percentage.
- Ensure that the percentages total 100.
- Enter a whole number, do not use the percentage sign (%).

Note: The highest percentage can only be entered for one FoR code (for example, 50 cannot be entered for 2 FoR codes).

E6 Socio-Economic Objective (SEO-2020)

Select up to 3 Socio-Economic Objective (SEO) classification codes (SEO codes) at the 6-digit level that relate to the application. Note that the percentages must total 100.

The SEO classification indicates the sectors that are most likely to benefit from the project if funded.

If the SEO code is known, start entering the SEO-2020 code number. A filtered list will appear, once the SEO code is chosen, click on the 'Add' button.

- Enter a percentage for each SEO code.
- Prioritise the SEO codes from highest to lowest percentage – note RMS does not automatically sort from highest to lowest percentage.
- Ensure that the percentages total 100.
- Enter a whole number, do not use the percentage sign (%).

Note: The highest percentage can only be entered for one SEO code (for example, 50 cannot be entered for 2 SEO codes).

E7 Interdisciplinary Research

Does this application involve interdisciplinary research?

This is a 'Yes' or 'No' question.

If you select 'Yes' 2 additional questions will be enabled:

- Specify the ways in which the research is interdisciplinary by selecting one or more of the options below and click 'Add'.
- Indicate the nature of the interdisciplinary research involved (up to 375 characters, approximately 50 words).

Information regarding interdisciplinary research can be found on the ARC website in the ARC Statement for Support of Interdisciplinary Research.

E8 Does the proposed research involve international collaboration?

This is a 'Yes' or 'No' question.

If 'Yes', an additional question (Question E9) will be enabled, if 'No' this will be greyed out.

E9 **If the proposed research involves international collaboration, please specify the country/ies involved.**

Commence typing in the search box and select from the drop-down list the name of the country/ies of collaborators who will be involved in the proposed project.

Note: Australia is not to be listed and is not available to be selected from the drop-down list.

E10 **How many PhD, Masters and Honours positions will be filled as a result of this project?**

For reporting purposes, the ARC is capturing the number of Research Students that would be involved if the application is funded.

Enter the number of all student places (full-time equivalent - FTE) that will be filled as a result of this project, not just those requested as part of the one-line budget project costs in the application form.

Indicate the number of:

- Research Student Places (FTE) – PhD
- Research Student Places (FTE) – Masters
- Research Student Places (FTE) – Honours

Part F – Project Eligibility

All questions in this form part must be answered.

F1 Medical Research

(This question must be answered)

This is a 'Yes' or 'No' question.

Does this application contain content which requires a statement to demonstrate that the proposed research complies with the eligible research requirements set out in the *ARC Medical Research Policy* located on the ARC website?

The *ARC Medical Research Policy* provides descriptions of both eligible and ineligible research areas. Additional information can also be found on the ARC website including ARC Medical Research Policy Frequently Asked Questions and ARC Medical Research Policy Eligibility Examples.

F2 **Medical Research Statement**

(This question must be answered if 'Yes' is selected at Question F1).

In up to 750 characters (approximately 100 words), justify why this application complies with the eligible research requirements set out in the *ARC Medical Research Policy* located on the ARC website. Eligibility will be based solely on the information contained in this application. This is your only chance to provide justification, the ARC will not seek further clarification.

- Be clear as to the main aim of the application, which may include well identified, big picture and long-term intent beyond the scope of the application.
- Address why areas of research which may appear to be medical are required, for example, to provide proof-of-concept, demonstrate a platform technology and are many years from medical application.
- Avoid simply quoting the policy in your response and provide sufficient detail for the ARC to properly understand the intent and limits of the research aims.

F3 Experimental Development

(This question must be answered)

This is a 'Yes' or 'No' question.

Will ARC funds awarded under this Scheme be used for activities classified as 'experimental development' according to the definition in the Grant Guidelines?

Does this application only contain content that is compliant with the requirements set out in the *ARC Experimental Development Policy*, located on the ARC website?

As defined in the Grant Guidelines, experimental development is systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or to improving existing products or processes.

Research activities that could be considered 'experimental development' cannot be funded by the ARC.

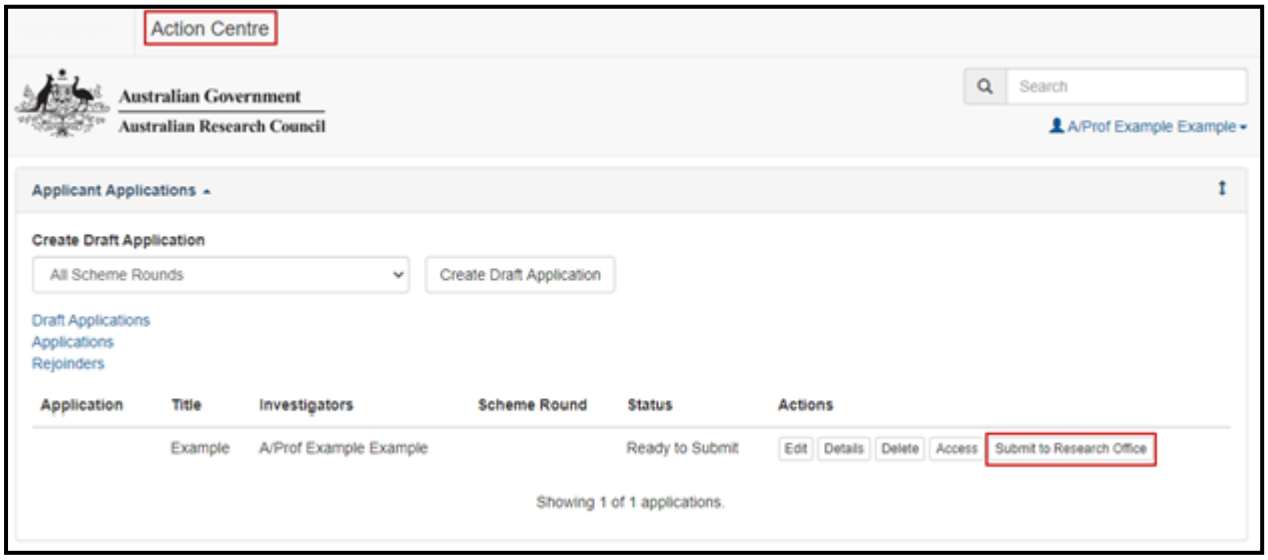
Please see Appendix C of these Instructions for examples of experimental development research activities.

4. Submitting the Application to the Research Office

Once all form components of the application are completed and saved, the application header should be validated and have changed from red (invalid) to green (valid).

Before submitting the application to the Research Office, the Project Leader must review all components to ensure the information to be submitted is complete and valid.

When you are ready to submit the application to the Research Office return to the Action Centre home page and click on 'Submit to Research Office'.



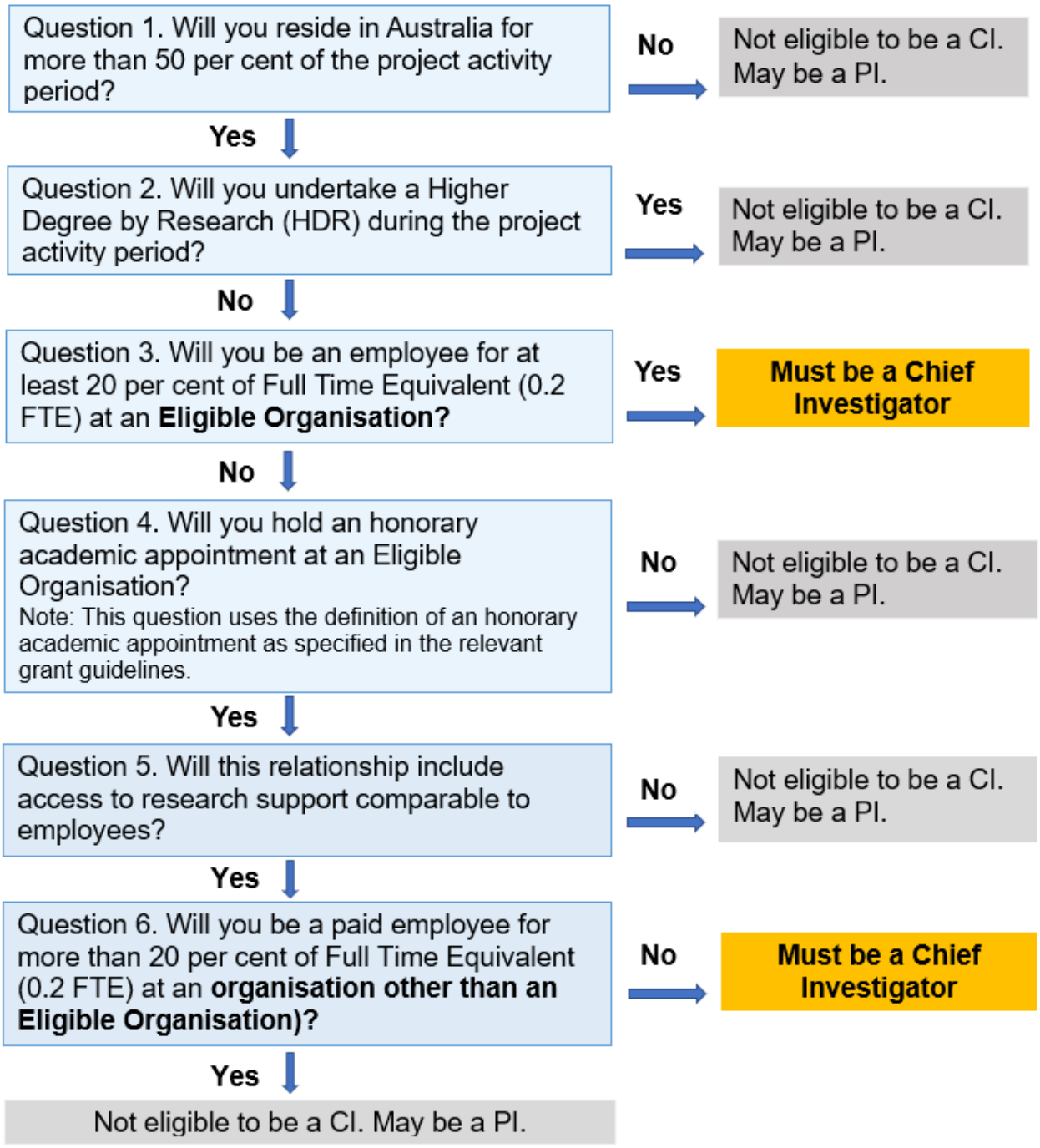
Note: Many users will be attempting to submit concurrently as the deadline approaches for each round. Allow sufficient time to complete and submit applications before the closing time. As the time on a computer server may differ slightly from the ARC servers, submission should **not** be delayed until the last possible moment. Note that Research Offices may impose their own internal deadlines on researchers to submit applications.

Participants and Research Office staff who wish to generate a PDF so that they can keep a hard copy of the submitted application may generate a PDF by selecting the PDF icon next to the 'Save' button (top right).

5. Appendix A - Chief Investigator/Partner Investigator role decision tree

Which role should I select – Chief Investigator (CI) or Partner Investigator (PI)?

Please note: This decision tree is provided to assist participants to select the appropriate role for their circumstances. It is not a definitive assessment for all cases. Please refer to the relevant Grant Guidelines for detailed information regarding role eligibility and discuss your circumstances with the Research Office.



6. Appendix B - Career Interruption Examples

Example 1:

Dr Jones has worked one day a week (0.2 FTE) from 1 January 2010 to 30 June 2010 due to caring and parental responsibilities. Within this time, Dr Jones additionally had 4 weeks leave from 1 March 2010 to 29 March 2010 where they were unable to work at all due to a medical condition.

In this scenario, the interruptions should be entered into Question B9 as follows:

Interruption 1:

From when:	01/01/2010
To when:	28/02/2010
FTE of career interruption:	0.8
Interruption category:	Caring and parental responsibilities

Interruption 2:

From when:	01/03/2010
To when:	29/03/2010
FTE of career interruption:	1
Interruption category:	Medical condition/disability/misadventure

Interruption 3:

From when:	30/03/2010
To when:	30/06/2010
FTE of career interruption:	0.8
Interruption category:	Caring and parental responsibilities

This will automatically calculate in RMS and show the 'Total Period of Career Interruptions' "Researcher Dr Jones had reported a career interruption of 5 months since 2010.".

Example 2:

Prof Chen had an interruption of one day per week (0.2 FTE) from 1 January 2015 to 30 November 2015 due to caring and parental responsibilities. Additionally, Prof Chen had an interruption of one day per week (0.2 FTE) from 1 June 2015 to 31 July 2015.

As RMS will not allow two periods of interruption to be entered for the same date range, in this scenario, the interruptions should be summed and entered as 'Other' into Question B9 as follows:

Interruption 1:

From when:	01/01/2015
To when:	31/05/2015
FTE of career interruption:	0.2
Interruption category:	Caring and parental responsibilities

Interruption 2:

From when:	01/06/2015
To when:	31/07/2015
FTE of career interruption:	0.4
Interruption category:	Other

Interruption 3:

From when:	01/08/2015
To when:	30/11/2015
FTE of career interruption:	0.2
Interruption category:	Caring and parental responsibilities

This will automatically calculate in RMS and show the 'Total Period of Career Interruptions' "Researcher Prof Chen had reported a career interruption of 2 months since 2015.".

Example 3:

Dr Ali was employed in non-research employment for the years of 2008 to 2012 and commenced research employment in 2013. Dr Ali's PhD was conferred on 5 September 2011.

As only career interruptions that occurred after the participant's PhD conferral date should be included, in this scenario, the interruptions should be entered into Question B9 as follows:

From when:	05/09/2011
To when:	31/12/2012
FTE of career interruption:	1
Interruption category:	Non-research employment

This will automatically calculate in RMS and show the final sentence "Researcher Dr Ali had reported a career interruption of 1 year and 4 months since 2011.".

7. Appendix C - Experimental Development Examples

The ARC funds the following types of research activities, defined according to the ABS Australian and New Zealand Standard Research Classification 2020, Type of Activity (ABS ANZRC 2020):

> **Pure basic research** is basic research carried out for the advancement of knowledge, without seeking long-term economic or social benefits or making any effort to apply the results to practical problems or to transfer the results to sectors responsible for their application.
>
> **Strategic basic research** is experimental and theoretical work undertaken to acquire new knowledge directed into specified broad areas in the expectation of practical discoveries. It provides the broad base of knowledge necessary for the solution of recognised practical problems.
>
> **Applied research** is original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific, practical aim or objective.

The ARC Act 2001 (amended 2024) excludes the use of ARC funding for activities classified as 'experimental development', which the ABS ANZRC 2020 defines as:

> **Experimental development** is systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or processes or to improving existing products or processes.

The *ARC Experimental Development Policy* is located on the ARC website.

As outlined in the ARC Experimental Development Policy, this exclusion applies only to applications that propose to use ARC funds for experimental development. Should experimental development be included in a project or application requesting funding from the ARC, where these activities are to be funded from non-ARC sources, the application should make clear this differentiation.

The Policy confirms that administering organisations will be responsible for certifying that ARC funds will not be used for experimental development.

To comply with the exclusion on funding experimental development there is:

> 1. A new Eligibility question at F3: **"**Will ARC funds awarded under this Scheme be used for activities classified as 'experimental development' according to the definition in the Grant Guidelines?"
>
> This is a Yes/No question.
>
> 2. The certification provided by the Deputy/Pro Vice-Chancellor (Research) or their delegate or equivalent in the Administering Organisation now also includes an additional clause stating that: *'This application complies with the eligible research requirements set out in the ARC Experimental Development Policy, located on the ARC website'.*

The ARC will not adjudicate on queries sent from administering organisations regarding the presence of activities that may constitute experimental development. Instead, we will rely on the DVCR certification of applications regarding this question.

We provide several examples below for further guidance to applicants on how to understand the distinction between types of research activities eligible for ARC funding (whether these are classified as pure basic research, strategic basic research (collectively, 'basic research') or applied research) and those activities that constitute experimental development.

Example 1

A study of how the mechanical properties of carbon fibres depend on the structure and composition of precursor fibre materials is basic research. Development of a method to fabricate carbon fibre materials with nanoscale precision is applied research. Characterising the strength of new carbon fibre materials in different application settings (e.g. aerospace, industrial and sporting goods) is experimental development.

Example 2

Research into how macroscopic materials can be fabricated with atomic-scale precision in such a way that quantum effects are evident is basic research. Developing semiconductor materials to create light-emitting diodes with improved efficiency is applied research. Identifying new consumer applications for light-emitting diodes is experimental development.

Example 3

Developing new algorithms suitable for implementation on a quantum computer is basic research. Application of information processing in novel ways (e.g. developing a new programming language) or in new fields (e.g. developing geographic information systems which integrate sensor data from drones) is applied research. Development of application software using off-the-shelf hardware and existing algorithms is experimental development.

Example 4

The discovery, or study of novel polymerisation reactions or conditions, including to understand their influence on the physical or mechanical properties of the polymeric product, is basic research. Studies aimed at optimising the reaction conditions to generate polymers with certain physical or mechanical properties, and with particular utility in mind, is applied research. Piloting or scaling up the improved reaction processes, and testing and validation of methods to produce new or improved polymeric materials for application in specific products or environments, is experimental development.

Example 5

Studies aimed at developing a fundamental understanding or control of quantum effects in certain materials is basic research. The development of specific quantum materials or components to optimise the efficiency of inorganic or organic light-emitting diodes is applied research. Studies directed toward prototype development and application of advanced diodes incorporated into new or improved consumer devices is experimental development.

Example 6

Theoretical or laboratory-based experimental studies to understand the absorption properties of electromagnetic radiation in certain materials under varying conditions (e.g., temperature, impurities, concentration, etc.), is basic research. Studies aimed at optimising the absorption of electromagnetic radiation by a material using specific conditions, to obtain desired properties for radiation detection (sensitivity, rapidity, etc.) is applied research. Developing or testing new devices that incorporate these materials to obtain a better radiation detector than those currently available is experimental development.

Example 7

Investigation of the biology/biochemistry of a species of plant to understand the way in which it naturally controls for disease resistance is basic research. Use of genetic/genomic and biochemical approaches to identify the genes and gene products responsible for disease resistance and demonstrating their role in improving disease resistance in specific crops is applied research. Use of gene editing to generate disease resistant plants which enables a commercial partner to achieve a specific goal of developing a new variety with disease resistant traits is experimental development.

Example 8

Investigation of the mechanism of action of a cell-signalling modulator using structural and biochemical approaches is basic research. Investigations undertaken to identify the effect of a cell-signalling modulator in relation to various diseases is applied research. Developing a therapeutic for a particular disease on the basis of knowledge of its structure and mode of action and testing its efficacy in clinical trials is experimental development.

Example 9

Investigation of the behaviour and diversity of birds in a habitat and the way in which they influence healthy ecosystems is basic research. Investigation and analysis of changes in bird populations to develop an environmental indicator of altered ecosystem conditions is applied research. Application of an environmental indicator to manage an ecosystem and promote its conservation is experimental development.